



**Sustainable Food Policy Board
APPROVED**

**JUNE MEETING MINUTES
Monday, June 25, 2012**

The Sustainable Food Policy Board (SFPB) convened on Monday, June 25, 2012, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Board Members in Attendance:

Ronda Rutledge – Vice Chair
Michele Murphy-Smith
Mary Teeters

Paige Hill
Adam King

Kathy Green
Melanie McAfee

Absent Board Members:

Marla Camp
Toni Tipton-Martin

Erin Flynn
Rob Borowski

Katherine Nicely
Paula McDermott – Chair

Staff in Attendance:

Marisa Balancier, HHSD
Juanita Jackson, TC-HHS/VS

Robert Kingham HHSD
Sherri Fleming, TC-HHS/VS

Philip Huang, HHSD

CALL TO ORDER

Vice Chair Ronda Rutledge called the meeting to order at 12:50p.m.

1. CITIZEN COMMUNICATION

Melissa Brinckmann –Bakery owner who sells prepared foods at farmer's markets.

- Concerned with new health department rules for venders requiring prepared foods to be wrapped. Alternative is an \$1800/yr buyout to forego wrapping requirement.
- Asked board to look into the matter and see what they can do in regards to the city's zero waste policy.

2. APPROVAL OF MINUTES OF MAY 29, 2012.

- Member Michele Murphy-Smith made motion to accept the minutes.
- Member Adam King seconded the motion.
- Motion passed 7-0-0.

3. STAFF BRIEFING – SUSTAINABLE URBAN AGRICULTURE AND COMMUNITY GARDEN PROGRAM CHECK-IN (JAKE STEWART – PARD)

- Rescheduled for July due to illness of PARD staff member Jake Stewart.

4. STAFF BRIEFING – COUNTY BUDGET OVERVIEW (SHERRI FLEMING) [15 MINUTES]

- Board's request for staff person was in Travis County budget submitted 04/23/2012.

5. DISCUSS AND TAKE APPROPRIATE ACTION

A. New Board Member Introduction

- New board member not present at meeting.
- No Action Taken.

B. Various Council-Appointed Board Member Term Expiration

- Member Melanie McAfee's term expires 07/31/2012
- Member Mary Teeters' term expires 07/31/2012
- Member Toni Tipton-Martin's term expires 07/31/2012
- Vice Chair Ronda Rutledge's term expires 07/31/2012
- No Action Taken.

C. Economic Analysis Update (Ronda Rutledge for Paula McDermott)

- Vice Chair Ronda Rutledge presented letter sent to Mayor and Council to board.
- No Action Taken.

D. Supplemental Nutrition Assistance Program Recipient Automatic Eligibility for COA Utility Discount (Paula McDermott)

- Chair Paula McDermott not present at meeting.
- No Action Taken.

E. Update - Permitting Changes at Farmers Markets

- Board discussed looking into what the board can do locally due to the fact that many of the changes are state regulatory in nature.
- No Action Taken.

F. Imagine Austin Final Report (Michele Murphy-Smith)

- Member Michele Murphy-Smith presented draft of Imagine Austin final report to board.
- No Action Taken.

G. Work Plan Updates and Revised Tool (Michele Murphy-Smith)

- Board discussed updates made changes to planning/tracking tool.
- Member Michele Murphy-Smith will make final updates and send to HHSD to put on website.
- No Action Taken.

H. Community Outreach Working Group Proposal (Executive Committee)

- Member Michele Murphy-Smith presented board with Executive Committee's proposal to create a new group responsible for community outreach through the

organization of community meetings, and the establishment of various ways to communicate and disseminate information to the public about the board.

- Member Paige Hill made motion to accept the proposal and create the new Community Outreach working group
- Member Mary Teeters seconded motion
- Motion passed 7-0-0.

I. Web Presence Update and Postings (Robert Kingham)

- New url: <http://austintexas.gov/sustainability/food>
- Economic Assessment letters to Mayor and Council will be posted on line.
- No Action Taken.

6. ANNOUNCEMENTS

- Slow Food Session – July 11
- HHSD Budget Overview – May 31st
- Sustainable Urban Agriculture and Community Gardens Gathering– June 20th
- Chronic Disease Prevention and Control Coalition Meeting July 26th 9:30a.m-11:30a.m

7. SUMMARY OF ACTION ITEMS

- New Community Outreach workgroup created.

8. FUTURE AGENDA ITEMS

- Travis County Bond Process—Farmland Preservation – working group
- City HHSD Briefings re: SFPB-related Budget/Activities/Metrics - July
- Community Transformation Grant and Chronic Disease Prevention Related Work/Findings - July
- Travis County Budget/Activities/Metrics Briefings - July
- Sustainability Office Briefing – August
- Working Group Reports – City/County Venues, Food Surplus – July
- STAFF BRIEFING – SUSTAINABLE URBAN AGRICULTURE AND COMMUNITY GARDEN PROGRAM CHECK-IN (JAKE STEWART – PARD) – July
- Food Security Working group Update – July
- Healthy, Local, Sustainable Food in city/county venues Report - September

ADJOURNMENT

Meeting was adjourned at 2:08p.m.